

New Hampshire Petroleum Fund Advisory Committee Meeting

January 22, 2003 - Proceedings of Meeting

Attendees: Michael Donahue, P.E., Aries Engineering; Robert Knowlton, BG Environmental; Brian Kisiel, GeoInsight; Stephen Rickerich, Shevenell-Gallen; Shelley Tamis, Cyn Environmental; George Lombardo, P.E., NHDES; Gary Lynn, P.E., NHDES; Timothy Denison, NHDES

Additional outside attendees: Kevin Schmidt, BG Environmental; Bruce Betham, CAB Services; Scott Sampson, MTS Environmental; Tim Stone, Stonehill Environmental

1. Feedback on New “PMR” Document

Discussion concerning when project-based or site-specific work scopes are appropriate. In general, it is DES discretion, but better communications needed between consultant, DES PM and DES Supervisor.

Adjustments to project-based budgets suggested for 2nd round, 2nd day, or other labor-intensive sampling events, vs. an overage justification. Adjustment to \$500 IRA report budget suggested for more complex projects.

2. Options for More Project-Based Cost Categories

General agreement on proposed project transition work scope and budget.
Post-UST closure soil excavation work scope proposal needs more work.

3. Options for Improving Claim Turnaround Time

“Engineer Certification of Contractor Quantities” form in progress. Other related issues on certifying work and payment, were discussed.

4. UST Facility Compliance & Fund Eligibility

Discussion - Oil Fund Disbursement Board (Board) revision to facility compliance policy.

5. Claim Documentation

Need for better documentation for out-of-scope work & cost overages. Need for Board policy statement regarding subcontractor invoices for bid-based work.

6. Other Issues

Other issues discussed included costs for fuel and insurance. DES Project Managers need to do more site visits.

WRITTEN SUBMITTALS FOR RATE ADJUSTMENTS DUE BY MARCH 17th

Next meeting is set for April 16, 2003 9:00am – 12:00pm.